



Government Support Services – Contracting  
100 Enterprise Place  
Suite # 4  
Dover, DE 19904-8202

April 25, 2011

TO: ALL OFFERORS

FROM: COURTNEY MCCARTY  
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: INVITATION TO BID – ADDENDUM  
NO.: GSS11603-JANITORIAL/CAFE  
JANITORIAL AND CAFETERIA SUPPLIES

### ***ADDENDUM #2***

The purpose of this addendum is to answer questions received regarding the solicitation.

- How many delivery locations for janitorial supplies?

As stated in the Invitation to Bid, this contract will be issued to cover the Janitorial and Cafeteria supplies requirement for all State Agencies and shall be accessible to any School District, Political Subdivision, or Volunteer Fire Company.

- How many locations have Hillyard chemical dispensing units (propriety Hillyard units) ?

The Hillyard products were requested by Delaware Tech – Owens Campus. Please note this location is not required to order of State contracts.

- How many total Hillyard chemical dispensing units are being utilized?

The Hillyard products were requested by Delaware Tech – Owens Campus. Please note this location is not required to order of State contracts.

- How many locations have Hillyard soap dispensers?

The Hillyard products were requested by Delaware Tech – Owens Campus. Please note this location is not required to order of State contracts.

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- How many total Hillyard soap dispensers units are being utilized?

The Hillyard products were requested by Delaware Tech – Owens Campus. Please note this location is not required to order of State contracts.

- How will you compare items with different dilution ratios and different packing ie liters vs gallons?

The contract users will work with Government Support Services to compare the products proposed.

- Janitorial Core spreadsheet- What is the reason for line # 66-104 being highlighted in orange?

Items highlighted in orange are those items requested by Delaware Tech – Owens Campus.

- Green Core spreadsheet- What is the reason for line # 115 -127 being highlighted in orange?

Items highlighted in orange are those items requested by Delaware Tech – Owens Campus.

- Do you require the same Technical Service for Janitorial chemical Dispensing units as required for Kitchen chemical dispensing units?

The Technical Service required in the Kitchen Chemical section was not requested by Users for the Janitorial Chemicals.

- Page 19 Technical specification # 5- Delivery- Please clarify what food products cannot be delivered on the same truck as products under this contract!

Corrected to read: "Any vendors awarded this contract that also has the capabilities of providing food are hereby directed that food items cannot be delivered on the same truck as chemicals delivered under this contract."

- Page 19 Technical specification # 2 Appendix C- Core List and Pricing Tab: If we do not bid on all the items under every tab will our submission be considered non-responsive?

As stated in Addendum 1, Vendors are not required to bid on all sections nor all items within a section. The State reserves the right to make multiple awards, partial awards, award by types, item by item.

- Pg 24 – 19 Kitchen Chemicals C Material Safety Data Sheets: Please explain what is meant by a copy of the MSDS must be furnished at time of delivery, on applicable items.

Delete "on applicable items".

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- Is the initial contract period actually October 1, 2011, to November 30, 2012?

As stated in the Invitation to Bid, Each Vendor's contract shall be valid through November 30, 2012. Kitchen Chemicals section will take effect December 1, 2011 while all sections will take effect October 1, 2011.

- There is no projected usage of items on the bid.

Refer to the links provided in Addendum 1 to view usage reports for the current individual contracts.

All other terms and conditions remain the same.